



Natural Resources Conservation Service  
75 High Street, Room 301  
Morgantown, WV 26505  
(304) 284-7540 (Phone)  
(304) 284-4839 (Fax)

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September 8, 2008

**WEST VIRGINIA BULLETIN NO:** WV230-8-5

**SUBJECT:** EOP – Civil Rights Committee and WV SEPM's

**Purpose:** The purpose of this bulletin is to recruit employees to serve as Special Emphasis Program Managers.

**Expiration Date:** September 30, 2008

**ACTION REQUESTED BY: September 26, 2008**

The Civil Rights Committee has key responsibilities in providing management officials advice on equal opportunity, civil rights, and program delivery issues. Special emphasis programs have been initiated to address the employment and program delivery related concerns of groups not specifically included in other programs where a need for special emphasis or employment concerns of such groups has been demonstrated.

The Civil Rights Committee and Special Emphasis Program Managers will be integral to helping us improve our equal opportunity program and program delivery to our clients. I am accepting nominations for employees to serve a three (3) year appointment for the American Indian/Alaska Native Program Manager, Asian Pacific American Program Manager, Hispanic Emphasis Program Manager, West Area Representative, and the State Office Representative.

The policy that describes the role and responsibilities for these appointments is located on the Electronic Directive System under the General Manual, Title 230, Part 403 and Part 404.

Employees who are interested in serving should submit their name through appropriate channels to me by Friday, September 26, 2008. I will select the Civil Rights Committee Chair and SEPM's by September 30, 2008. The appointment will begin October 1, 2008.



If you have any questions, please contact Charlotte Elliott-Friend at 304-284-4247.

/s/

KEVIN WICKEY  
State Conservationist

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